

TOWN OF LEESBURG
Town Hall
25 West Market Street
AGENDA
Town Council Work Session
March 24, 2014
7:30 p.m.
Council Chambers

1. Items for Discussion

- a. Final Budget Direction (*Tab 10*)(30 min)
- b. Downtown Improvements Update (*Tab 11*)(15 min)
- c. Final Legislative Wrap Up (*Tab 12*)(30 min)
- d. Friends of Public Art – Clarification of Roles (Butler) (*Tab 13*)(30 min)

2. Additions to Future Council Meetings (*Tab A*)

3. Council Invitations

March 23 – Lucky Few: The Fall of Saigon and the Rescue Mission of the USS Kirk, 2 p.m., Balch Library
March 30 – Murder in Lexington: VMI, Honor and Justice in Antebellum Virginia, 2 p.m., Balch Library
April 4 – Valor Awards, 11:30 a.m.-2 p.m., National Conference Center
April 4 – Mind, Body and Soul Anniversary Celebration, 6:30 p.m., 101A South King
April 5 – “Keep Leesburg Beautiful” Community Clean-Up
April 6 – The Golden Few, 2 p.m., Balch Library
April 12 – Easter Egg Hunt, 12-4 p.m., Ida Lee Park
April 26-27 – Flower and Garden Festival
May 14 – Business Appreciation Awards, 6 p.m., Tally Ho Theatre
May 26 – Memorial Day Commemoration, 10 a.m., Courthouse Lawn

TOWN OF LEESBURG

Town Hall
25 West Market Street

AGENDA

Town Council Meeting

March 25, 2014

7:30 p.m.

Council Chambers

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1. CALL TO ORDER
 2. INVOCATION: Vice Mayor Butler
 3. SALUTE TO THE FLAG: Council Member Burk
 4. ROLL CALL
 5. MINUTES (*Tab B*)
 - a. Regular Session Minutes of February 25, 2014
 - b. Work Session Minutes of March 10, 2014
 - c. Regular Session Minutes of March 11, 2014
 6. ADOPTING THE MEETING AGENDA (AMENDMENTS AND DELETIONS)
 7. PRESENTATIONS (*Tab C*)
 - a. Introduction of a New Police Department Staff Member
 - b. Tree Commission – Tree Maintenance Program
 - c. Proclamation – Keep Leesburg Beautiful Month
 8. PETITIONERS
 9. APPROVAL OF THE CONSENT AGENDA (*5 min.*)
 - a. Supplemental Appropriation for Expansion Storage Array from Utility Fund Reserve (*Tab 01*)

RESOLUTION

Amending the Fiscal Year 2014 Utilities Fund Budget and Making a Supplemental Appropriation in the Amount of \$70,000 for Purchase of an Expansion Storage Array

- b. NVRPA License Agreement Authorization for Balls Bluff Battlefield Regional Park (*Tab 02*)

RESOLUTION

Authorizing the Town Manager to Execute a License Agreement Between the Town of Leesburg and the Northern Virginia Regional Park Authority for a Storm Drainage Outfall on the Balls Bluff Battlefield Regional Park

- c. Loudoun Street Waterline Construction Contract Award (Tab 03)

RESOLUTION

Awarding the Construction Contract for the Downtown Improvements – Loudoun Street Waterline, Harrison Street to East Market Street Project to Deborn Construction, Inc. in the Amount of \$198,889.98

10. PUBLIC HEARINGS

- a. Amending the Town Code for Elimination of Proration of Personal Property Tax (Tab 04)(45 min)

ORDINANCE

Amending Chapter 20 (Licenses, Taxation and Miscellaneous Regulations), Article II (Taxation Generally), Section 20-24 (Duty of Finance Director to Collect Taxes and Changing the Due Date of Personal Property Taxes and Chapter 32 (Traffic and Vehicles), Article III (Vehicle Licenses), Section 32-85 (Proration of Fee) and Section 34-87 (Duration)

- b. Amending the Zoning Ordinance – Tents and Setbacks for HVAC Systems (Tab 05)(30 min)

ORDINANCE

Amending Articles 6, 9, and 18 to Permit Tents as an Accessory Use to Restaurants in the B-1 District

ORDINANCE

Amending Article 10 of the Leesburg Zoning Ordinance to Permit a Reduction of the Setback for HVAC Equipment

- c. Amending the Town Code – Noise Ordinance Amendments (Tab 06)(45 min)

ORDINANCE

To Add and Amend Town Code Chapter 24 (Offenses Miscellaneous Provisions); Article V (Offenses Against Peace and Order); Division 1 (Generally) Section 24-182 (Declaration of Policy)

11. RESOLUTIONS AND MOTIONS

- a. Arts Local Government Challenge Grant (Tab 07)(15 min)

RESOLUTION

Authorizing Staff to Apply for a Local Government Challenge Grant through the Virginia Commission for the Arts and Providing for the Distribution of the Grant Funding and Town Matching Funds to Certain Independent Arts Organizations

- b. Requesting County Funds for Parks Capital Projects (Tab 08)(30 min)

RESOLUTION

Requesting Financial Support from the County of Loudoun in the Amount of \$4,000,000 to Assist in the Development of Veteran's Park at Balls Bluff

- c. Cease Work on Morven Park Boundary Line Adjustment and Zoning Ordinance Change (Tab 09)(30 min)

RESOLUTION

To Stop Further Work on the Boundary Line Adjustment Process and Zoning Amendment for Morven Park

12. ORDINANCES
a. None.
13. UNFINISHED BUSINESS
a. None.
14. NEW BUSINESS
a. None.
15. COUNCIL COMMENTS
16. MAYOR'S COMMENTS
17. MANAGER'S COMMENTS
18. ADJOURNMENT

ASSISTED LISTENING SYSTEM

Is available at the meeting. If you require any type of reasonable accommodation, as a result of a physical, sensory, or mental disability, to participate in this meeting, please contact the Clerk of Council at 703-771-2733. Three days notice is requested. Thank you.

REGULARLY SCHEDULED COUNCIL MEETINGS

Citizens are invited to attend and participate in Town Council meetings. The petitioner's portion of the meeting and scheduled public hearings offer the public two opportunities to present their views to the Council during its meeting.

Petitioners

The petitioners' portion of the Council agenda is the first item taken up by the Council following proclamations and certificates of appreciation. This part of the meeting affords individuals the opportunity to address the Council on any matter not scheduled for a public hearing. Prior to the meeting, those citizens wishing to speak should sign the Clerk's Register on the podium at the front of the Chambers. The Mayor will announce the availability of the sign-up sheet at the beginning of all regular meetings. Petitioners' presentations should be limited to five minutes.

Public Hearings

Certain items of Town business can only be conducted after the Town Council conducts an advertised public hearing. Certain major issues affecting the town's government can also be scheduled for public hearing at the option of the Council. Adoption of the town budget, rezonings, special exceptions and amendments to the Town's subdivision and zoning ordinances all require a public hearing.

Decorum

A person addressing the Council as a petitioner, or during a public hearing, should advance to the podium when recognized by the Mayor and state his or her name and address. Persons should also indicate whether they are representing anyone other than themselves. After the presentation or comments, the Mayor or members of Council may have questions of the petitioner. Decorum will be maintained. Statements, which are demeaning or defamatory to members of the public, the staff or the Council, are inappropriate and out of order.

OTHER COUNCIL MEETINGS

Work Sessions/Committee of the Whole

Council may elect to place an item on the Tuesday night meeting agenda for action. Items will only be added to the agenda if agreed to by a majority of Council present.

Closed Sessions

Under certain circumstances, the Virginia Freedom of Information Act permits the Town Council to meet in a session where the public is excluded. This may be a discussion of personnel matters, legal matters, the acquisition or sale of property and other selected topics. The Council can only go into closed session from a public session and the notice must cite the specific statutory authority to go into closed session and also indicate the general topic to be discussed. Only those matters in the adopted motion to go into closed session can be discussed at that time.

TOWN COUNCIL AGENDA MATERIALS

Generally, all items on the regular Council agenda have been first considered at the Council Committee of the Whole. Individual council members, however, can request full Council action on an item considered, but not reported out of committee.

Materials previously distributed to the Council on Thursday are available to citizens on request from the Clerk's Office. Citizens may also provide the Clerk of Council with an e-mail address or self-addressed, stamped envelopes and Council agendas will be provided to the citizens without further charge. For more information, call the Clerk's Office at (703) 771-2733 during normal business hours or e-mail at clerk@leesburgva.gov.

Meeting agenda packets are available for public inspection in the lobby of Town Hall on Thursdays prior to the scheduled meeting. Council agendas can also be viewed on the town's World Wide Web site at <http://www.leesburgva.gov>.